MEMORANDUM OF UNDERSTANDING BETWEEN
MINISTRY OF INFORMATION & BROADCASTING, NEW DELHI
AND
STATE GOVERNMENT OF GOA

The Ministry of Information & Broadcasting, Government of India organizes
annually the International Film Festival of India (IFFI), accredited with FIAPF. It has
been agreed upon mutual consultations between the Ministry of Information &
Broadcasting and the State Government of Goa that Goa shall be the permanent
venue for IFFI.

2. This Memorandum of Understanding (MOU) is hereby made and entered into
by and between the Ministry of Information & Broadcasting, Government of India
(hereinafter referred to as MIB) on the one part, and State Government of Goa
(hereinafter referred to as State Government) on the other part, as strategic partners
of IFFI, for the conduct of the festival.

Purpose

3. The purpose of this MOU is to delineate the role and contributions of Ministry
of I & B and the State Government of Goa towards organizing the festival.

Statement of Mutual Benefit and Interest

4. By organizing an International event of the reputation and standing associated
with the International Film Festival of India, the State Government benefits by way of
infrastructure development of International standards which would enable attracting
sizeable international tourist traffic to Goa thereby giving impetus to the economy of
the State.

5. The benefit accruing to IFFI by making Goa a permanent venue is by way of
branding of IFFI internationally, as Goa is a well – known tourist destination.
Execution of the Event

6. The overall responsibility and complete execution of IFFI in all aspects shall vest with MIB (or with such agencies/ departments that MIB engages, or, as the organizer of the event, enters into strategic partnerships with), except to the extent of the roles and responsibilities of the Government of Goa as stipulated in the following paragraphs. The State Government of Goa shall nominate suitable nodal agencies for this purpose.

7. It is mutually agreed that the Director, International Film Festival of India, who is appointed by MIB, will be the sole recognized Festival Director of the event and all activities related with promoting and publicizing this film festival, including publicity and printing will acknowledge the same.

8. To ensure a successful and focused conduct of the International Film Festival of India, the Director, IFFI, will be the final authority in all matters, issues and activities that are related to the festival. Decisions in matters of mutual interest would be taken jointly by Director, IFFI and his counterpart from Government of Goa.

9. All printing, publicity (including electronic media) and stationery for the IFFI will only have the IFFI and Goa Govt logo. There will be no other emblem or logo. The focus of all publicity material will be on the IFFI only.

Role & Responsibilities of Director IFFI/Ministry of Information & Broadcasting

11. The Director, IFFI on behalf of Ministry of Information & Broadcasting shall: -

(i) have full authority in deciding all matters relating to :-

(a) entries of films for participation in various sections of the festival namely, Asian Competition, Cinema of the world, Country Focus, Foreign
Retrospective, Indian Panorama, Indian Retrospective and any other sections set up from time to time.

(b) forming of a Preview Committee to recommend the films for screening at the IFFI.

(c) preparing programming schedule for screening of films in various theatres, etc.

(d) invitations to film directors, film personalities, journalists both from India and abroad and the hospitalities to be extended to the invited guests. The Government of Goa could separately invite film professionals at their expense, with consent of MIB or its authorized entity.

(ii) set up various functional units for organizing the festival.

(iii) coordinate clearance and dispatch of film prints.

(iv) design and prepare festival logo. The Government of Goa would be entitled to use their own logo alongside the IFFI logo in equal prominence.

(v) design the publicity strategy which would include media coverage, branding and a local/State publicity branding strategy. Local/State publicity branding strategy would be done in consultation with the Government of Goa.

(vi) register the delegates and issue them delegate cards, etc.

(vii) arrange local printer for urgent publicity/printing requirement.

(viii) print stationery items.

(ix) attend to any other matter with the consent of the Ministry of Information & Broadcasting, Government of India.

(x) have sole authority to brief the media on all matters relating to the International Film Festival of India. However, Government of Goa will have the authority to brief the media on matters relating to various facilities and events being organized other than the film festival.

(xi) organize Opening and Closing functions of the festival.

Role of Government of Goa

12. The State Government shall, at its own cost, undertake the following through such agencies/departments as identified by itself:
(i) Maintenance of law & order and provision of adequate security measures at all venues of IFFI.

(ii) Effective traffic management at all IFFI venues without impeding the movement of IFFI delegates and special guests.

(iii) All clearances required to facilitate successful conduct of the festival and its various events/ functions.

(iv) Security at all festival venues, including offices of IFFI. All security personnel shall be trained in handling festival delegates and VIP/VVIP guests. They shall be familiarized with various categories of accreditation to avoid confusion and any impediments at entry points of all festival venues.

(v) Manage travel, accommodation, reception protocol, escorting, presentation & compere (except for the opening and closing function), ushers, registration, ticketing, ID card distribution, transport, housekeeping, security, merchandise distribution, stalls, printing, corniche activities, décor, lighting, technical facilities etc. In areas of travel, accommodation, reception, hospitality and presentation etc, assistance may additionally be provided by the Director, IFFI. Allotments of rooms at the Festival Hotel would be done by the IFFI Secretariat. However, MIB (or its authorized entity) State Government (or its authorized entity) will jointly co-ordinate and ensure optimum utilization of the accommodation booked.

vi) provide the following infrastructural facilities at the disposal of DFF for the specific period mentioned against each in connection with various activities relating to IFFI:-

(a) Venue for opening/ closing functions.
(b) Adequate number of screens for screening of films during festival with modern projection (including digital & 3D) and sound facilities conforming
to international standards with experienced projection and technical staff, as advised by the technical committee from time to time.

(c) Facilities for jury screenings.

(d) Print Unit with facilities for checking of different formats of movies received for the festival, conforming to the standards of international festival and as advised by the technical committee.

(e) Media Center with adequate facilities for press coverage, information dissemination and press interaction in accordance with specifications provided by Press Information Bureau, Government of India which will be responsible for accreditation of media persons and management of media center.

(f) Office space for IFFI Sectt. and its other units.

(vii) Develop and construct a permanent festival venue having a seating capacity of around 1200 delegates/invitees and other supporting facilities for organizing Opening and Closing functions including film screenings.

(viii) arrange clearance of prints at Mumbai/Goa airports to ensure their availability in time for the screenings and their speedy dispatch.

(ix) arrange hotel accommodation in a 5-star Hotel near the festival venue for 1200 room nights for the invited delegates for IFFI and transit accommodation at other cities like Mumbai and Delhi for delegates, as indicated by MIB or its authorized entity.

(x) arrange for receiving/seeing off guests at airport and arrangement for their stay in the hotel including setting up of help desks at airport and hotel.

(xi) arrange air tickets for both international and national guests as informed by MIB or its authorized entity.

(xii) arrange for local travel of the delegates such as picking/dropping from/to airport – festival hotel- festival venue – other theatres.
xiii) render necessary help to MIB, its authorized entities and supporting units in identifying local printer, procurement of office equipment, furniture, local No Objection certificates/Licenses.

xiv) provide local human resources for running the festival, including support personal for festival office, multi tasking staff, escorts, ushers, interpreters (wherever necessary) helpers etc. on mutually agreed terms.

xv) Provide suitable accommodation as subsidized rates for officers and staff sent on deputation from Delhi for the duration of their stay at Goa for festival related duty. Payments in this respect would be borne entirely by MIB.

xvi) Conceptualize, print and execute the screening schedules, advertisements and other publicity material for the festival with prior consultation with/concurrence of the Director IFFI.

xvii) Print and distribute the Daily Festival Bulletin during festival days of IFFI-2013. The IFFI Secretariat will coordinate the publication of the Festival Bulletin in partnership with the State Government or its authorized entity. The IFFI Secretariat will also hire an Editor in consultation with the State Government or its authorized entity to ensure that all core IFFI activities are covered.

xviii) Arrange a local printer for urgent publicity/printing requirements of IFFI.

xix) Make available to PIB the Press Kits and delegates bags at least three days before the Press shows.

xx) Print invitation cards for opening/ closing functions, screenings and provide all festival ID cards and related parking labels, as required, to the Director IFFI for issue by them.
xxi) Give all possible assistance to the Director, IFFI for the successful conduct of the Festival.

Financial Arrangement

13. The State Government will provide the infrastructure, which shall be friendly for differently-abled persons, free of cost, to the IFFI Secretariat for organizing the festival.

14. The State Government will meet the expenditure on hotel accommodation, air tickets, local transport, printing including Daily Bulletins, local publicity and advertisement for the festival. The MIB shall separately incur expenditure on advertisement and publicity for the festival.

15. The MIB will meet other expenses on conducting the festival including organising opening and closing function, setting up of various units, hiring of equipment, furniture, staff, hiring of PR/event management agency and such other residual expenses required to be incurred for the smooth conduct of the festival. Apart from these, MIB will also meet the expenditure on (1) hiring of Editors for preparation of MIB catalogue, Indian Panorama book and Daily Bulletin and, (2) printing of IFFI catalogue and Indian Panorama book.

Modifications, validity and Termination

Modification

16. Modifications within the scope of this instrument shall be made by mutual consent of the parties by the issuance of a written modification signed and dated by the parties, prior to any changes being performed.
Finalization of specific requirements of festival in a particular year

17. Prior to every festival, MIB or its authorized entity and State Government or its authorized entity shall discuss and finalize the specific requirements for the festival of a particular year.

Validity & Termination

18. Any of the parties to this MOU may terminate this instrument in whole or in part giving at least six months notice, in writing to the other party.

Above MOU signed this 17th day of September, 2014 at Goa.

Ministry of Information & Broadcasting
Government of India

(BIMAL JULLKA)
Secretary, Information & Broadcasting

Government of Goa

(VIJAYAN)
Chief Secretary, Goa